

**Mayor Tracey Furman**

**Council Member Darin Bartram  
Council Member Bridget Hill-Zayat**



**Council Member Conor Crimmins  
Council Member Duane Rollins**

Released: December 6, 2018

**Monday, December 10, 2018  
Mayor and Town Council Meeting – 7:00 PM**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

**APPROVAL OF MINUTES**

Regular Town Meeting of November 5, 2018

**FROM THE MAYOR AND TOWN COUNCIL**

1. **Audit Committee Update** (Furman)
2. **Development Review Board Update:**
  - a. Kensington Square Self Storage (10619 Connecticut Avenue)
  - b. Knowles Station Townhouses (10509 Summit Avenue)
  - c. Knowles Manor Senior Housing (3906/3910 Knowles Avenue)
3. **Variance Hearing (3720 Farragut Avenue)** – A request for a sign variance in accordance with Section 6-104, “Signs on Private Property – CRT, CRN, and Industrial Zones” of the Town Code (James Burick, Kensington Jewelers).

**FROM THE TOWN MANAGER AND STAFF**

1. **Guidelines and Procedures (Speed Bump Installation)** – Review the Town’s Guidelines and Procedures for installing Speed Bumps within the Town.

**PUBLIC APPEARANCES**

*(The public is invited to speak on any subject that is not a topic on tonight’s agenda)*

**ORDINANCES, RESOLUTIONS, AND REGULATIONS**

*(Ordinances, resolutions, and regulations to be introduced or adopted following appropriate procedures required by the Town Code; or resolutions that may require discussion by the Mayor and Council prior to approval)*

1. **Resolution No. R-17-2018** – A Resolution of the Mayor and Town Council Authorizing the Town Manager to Execute a Contract with Ecology Services Refuse & Recycling, to

**Town of Kensington 3710 Mitchell Street Kensington, MD 20895  
Phone 301.949.2424 Fax 301.949.4925  
www.tok.md.gov**

provide Refuse, Recycling, Yardwaste, and Bulk collection services for the Town of Kensington.

**ADJOURN**

*(The Mayor and Council may move to close the meeting and may move to reopen the meeting)*

THE NEXT SCHEDULED MEETING(S) OF THE MAYOR AND TOWN COUNCIL WILL BE HELD:

***Monday, January 14, 2019***

# KENSINGTON JEWELLERS

## & Precious Metals

Simulated Night View

Job Number: 73923

Job Name: Kensington Jewelers

Customer: Richmond Supply Co

R Gugel

### Graphics:

- ☐ Vinyl Overlay
- ☐ Paint
- ☐ Etched
- ☐ RF Weld
- ☐ Digital Print
- ☐ Plasti-Print
- ☐ RTA Vinyl

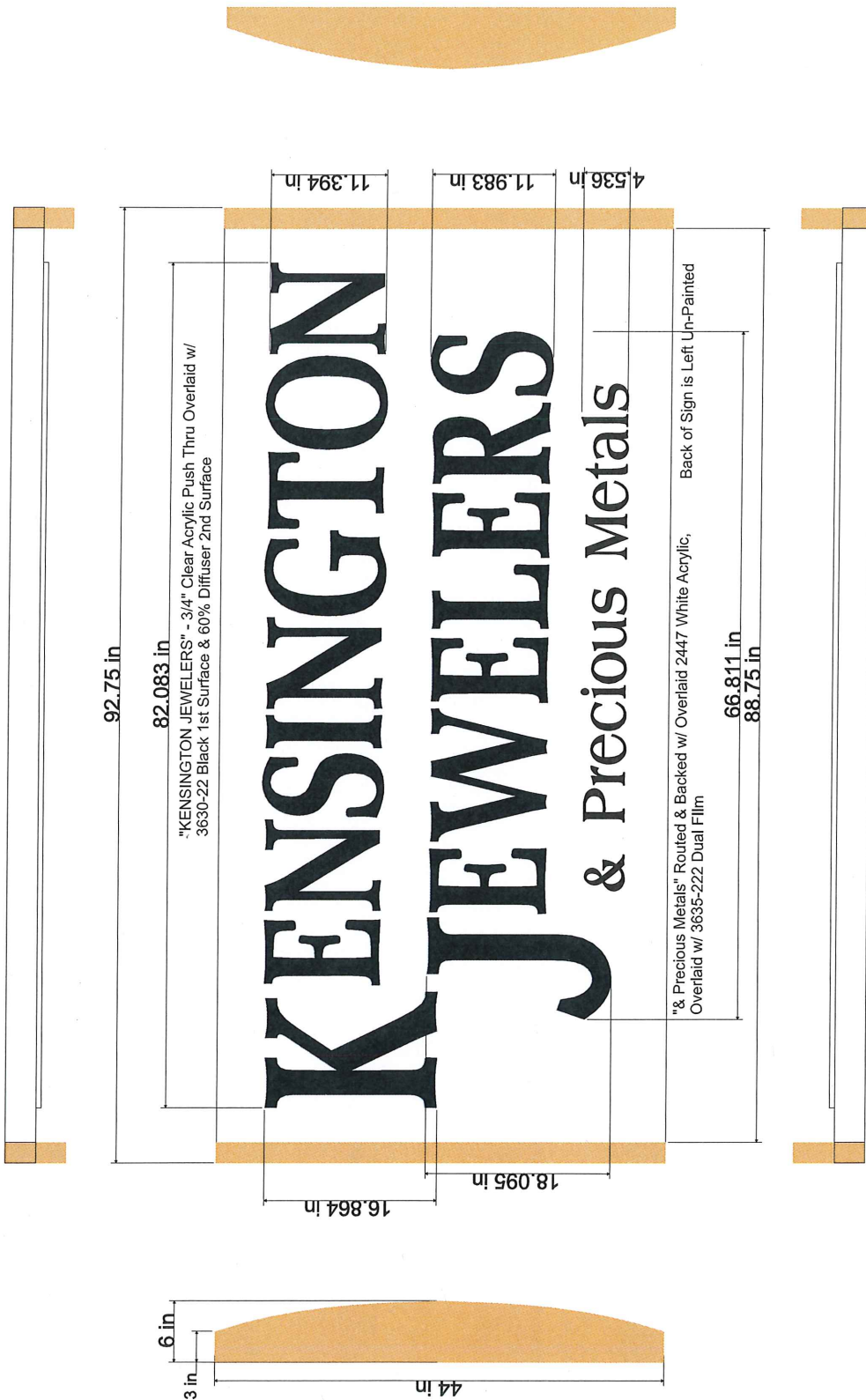


Your Single Source for Wholesale Signage™

Customer Approval

Date





Job Number: 73923

Job Name: Kensington Jewelers

Customer: Richmond Supply Co

R Gage

Graphics:

- ☒ Vinyl Overlay
- ☒ Paint
- ☐ Eradicated
- ☐ RF Weld
- ☐ Digital Print
- ☐ Plasti-Print
- ☐ RTA Vinyl

Colors:

- ☐ Paint
  - ☐ Marshmallow White Satin Finish
  - ☐ Tangerine Orange Satin Finish
- Vinyl Overlay 1st & 2nd Surface to Acrylic Push Thru
- ☒ 3630-22 Black (1st)
  - ☐ 60% Diffuser (2nd)

Vinyl Overlay to Acrylic Backer

☒ 3M 3635-222 Dual Film (Backer)

Quantity:

(1) S/F Illuminated Sign Cabinet

(2) Decorative End Pieces

Placement:

As Shown

Customer Approval

Date



Your Single Source for Wholesale Signage.

## **GUIDELINES AND PROCEDURES**

### **Speed Bump Installations**

Pursuant to Chapter IV, "Traffic and Vehicles", Article 3, "Traffic Control", Section 4-304, "Speed Bumps" of the Town Code of Kensington, Maryland, the following guidelines and procedures for Speed Bump Installations are hereby adopted:

#### **I. Requesting a Speed Bump**

A request for a speed bump shall be made by formal petition and submitted to the Town for review by the Traffic Committee.

##### **A. Petition Request and Traffic Committee Review**

1. Residents of a street shall submit a petition to the Town Manager indicating that at least sixty percent (60%) of the households want speed bumps to be installed on that street.
2. If a speed bump is being requested for only a certain block of a street, a block shall be the area of any street between two (2) intersections, the petition shall be circulated to only the residents living on the block where the speed bump is being requested.
3. The Town Manager will validate the petition by determining that an eligible voter from each household on the street has signed the petition either in favor or against the requested speed bump. If the percentage in favor is at least sixty percent (60%) or greater, the Town Manager will inform the Chair of the Traffic Committee for placement on the Traffic Committee Agenda.
4. The Traffic Committee will review the speed bump petition request and make a formal recommendation to the Town Council for a Public Hearing.

##### **B. Town Manager Authorized to Develop Standard Petition**

1. To assist residents in petitioning for speed bumps, the Town Manager is authorized to develop a standard petition that shall be distributed by the requesting party to the other residents of the street.

### **II. Procedures for Public Hearing on Speed Bump**

#### **A. Council Review and Public Hearing**

1. After having been notified by the Town Manager that a valid petition requesting a speed bump has been received, and following the review by the Traffic Committee, the Mayor shall schedule a Public Hearing to solicit the opinions of the entire neighborhood and the Town at large at a regularly scheduled Town Council Meeting.
2. After conducting the Public Hearing and declaring the hearing record closed, the Mayor and Council shall announce its decision within fifteen (15) days of the close of the hearing record. Under extraordinary circumstances, this time limit may be extended by majority vote of the Council.

3. The Council must approve, approve with modifications, or deny the requested speed bump installation by Resolution

#### **B. Guidelines for Evaluating the Public Hearing**

The following criteria are intended to guide the Mayor and Council in determining whether a request for a speed bump installation is reasonable and justified. These should not be considered exclusive criteria.

1. The street proposed for a speed bump installation has an identified speeding problem which cannot be alleviated in any other way than by a speed bump installation. Such a problem can be identified through a combination of resident complaints, police radar surveillance and ticketing practices, accident statistics, and a history of previous efforts to control speeding on the street.
2. The street carries a higher volume of non-residential traffic than would normally be expected. In particular, in the absence of other extraordinary circumstances, speed bumps may not be appropriate for streets with a traffic volume of less than three hundred (300) vehicles per day.
3. The street has not been identified and is not, used by the Kensington Volunteer Fire Department as primary fire and rescue route into a neighborhood.
4. The impact of speed bumps on adjacent streets shall be assessed.
5. The installation of speed bumps will be assessed for impact on public transportation.

#### **III. Procedures for Removing a Speed Bump**

##### **A. Removal of Speed Bump**

1. The process for removing a speed bump shall follow the same procedure as outlined within Paragraph I. A., "Petition Request and Traffic Committee Review."

#### **IV. Miscellaneous.**

##### **A. Speed Bump Design**

The Town shall install speed bumps that meet the criteria set forth by the Montgomery County Department of Transportation. The Mayor and Council may initiate the installation of speed bumps on any Town street streets adjacent to neighborhood parks, playgrounds, and schools.

##### **B. Authority of the Town**

Nothing in these guidelines shall be construed as preempting the Town at its initiative from installing, altering, maintaining, or removing a speed bump. The process for any speed bump installment or removal will require the approval of the Town Council by Resolution.

**RESOLUTION NO. R-17-2018**

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF KENSINGTON AUTHORIZING A  
CONTRACT WITH ECOLOGY SERVICES REFUSE & RECYLING, LLC  
FOR REFUSE AND RECYCLING SERVICES**

**WHEREAS**, the Town went out to bid in 2016 for refuse and recycling collection services; and

**WHEREAS**, the contract for refuse and recycling collection services was awarded to AA Refuse, Inc.; and

**WHEREAS**, the Town has received notice from AA Refuse, Inc. that it will no longer be providing service under the contract, effective December 31, 2018; and

**WHEREAS**, Ecology Services Refuse & Recycling, LLC has provided a contract proposal, attached as Exhibit A, which is generally comparable to the bid pricing from AA Refuse, Inc. and others in 2016; and

**WHEREAS**, continuation of refuse and recycling services is critical to Town management; and

**WHEREAS**, the Mayor and Council have determined, in the circumstances, under Section 2-404 of the Town Code to override bidding requirements by a super majority vote; and

**WHEREAS**, the Mayor and Council have determined that it is in the public interest to authorize the Town Manager, to enter into a contract for refuse and recycling, consistent with the pricing in Exhibit A, for a period of three years, with three additional one year extensions.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council that a contract with Ecology Services Refuse & Recycling, LLC for refuse and recycling services, at pricing as referenced in Exhibit A, for a period of three years, with three one year options, subject to approval of the Town Attorney, be and it is hereby approved.

**ADOPTED** by the Mayor and Town Council in public meeting assembled this **10<sup>th</sup>** day of **December, 2018**.

**EFFECTIVE** the 10<sup>th</sup> day of December, 2018.

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Tracey C. Furman, Mayor

**THIS IS TO CERTIFY** is to certify that the foregoing Resolution was adopted by the Town Council in public meeting assembled on the **10<sup>th</sup>** day of **December, 2018**.

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Susan Engels, Clerk-Treasurer



## ECOLOGY SERVICES REFUSE & RECYCLING

9135 Guilford Road, Suite 200  
Columbia, Maryland 21046  
Tel (301) 362-6700  
Fax (301) 490-0172

December 4, 2018

Sanford W. Daily, Town Manager  
Town of Kensington  
Town Hall  
3710 Mitchell Street  
Kensington MD 20895

Re: Bid Request - Municipal Solid Waste and Recycling  
Collection and Disposal Services

Dear Mr. Daily,

We are pleased to provide you with the enclosed bid for Refuse Collection services in response to your request for bids.

By way of introduction, the Ecology Services companies have many years of experience in both residential refuse and recycling collection services, and are the incumbent contractors in Westminster, New Windsor, Taneytown and Walkersville in addition to large contracts with Montgomery, Frederick, Howard and Anne Arundel Counties. Ecology Services, Inc. is the sole contractor for the Frederick County recycling program.

Ecology Services is offering a public outreach effort to the town residents in the event of changes to the acceptance criteria for recycling. As we are currently doing in Westminster, Taneytown and New Windsor, Ecology Services has been given a listing of all of the residents, and is mailing 6"x9" cards to promote new recycling information and participation. (See Attached samples) We would provide this service for Kensington at no cost to the Town.

If you have any questions, please feel free to contact me at the above numbers. Thank you for your consideration. We look forward to working with you and the Town.

Sincerely,

  
Peter F. Osborne  
Managing Member

TWO/  
Attachments



**TO BE SUBMITTED WITH BID**

**BID FORM**

Town of Kensington  
3710 Mitchell Street  
Kensington, MD 20895

BID DUE DATE & TIME:

**BID TITLE: “ Residential Trash Collection and Recycling Services”**

Sir/Madam:

The Ecology Services Refuse & Recycling, LLC

**(To be filled in by bidding company)**

Hereby submits the following proposal for the collection of trash, bulk trash, recycling and yard waste.

Having carefully examined the Request for Bid Proposal, the General Terms, the Specifications, the proposed Contract, and Numbered Addenda \_\_\_\_\_, and having received clarification on all items of conflict or upon which any doubt arose, the undersigned proposes to furnish all labor, equipment, materials, etc., required by the documents for the entire work, all in strict accordance with the Contract documents, for the stipulated sums as follow:

Please Note: In the event that the landfill or other approved processing or disposal facilities imposes or increases its costs for the disposal of refuse or recyclables, the parties will discuss the increases in good faith and reach a mutually agreeable adjustment as a result of such increase.

**BID CATEGORY I – TRASH COLLECTION**

**CONTRACT PRICE FOR COLLECTION AND DISPOSAL OF TWICE WEEKLY TRASH FROM TOWN RESIDENCES, TOWN HALL, AND 26 STREET TRASH RECEPTCLES.**

527 UNITS, TOWN HALL AND 26 STREET TRASH RECEPTACLES X PER UNIT PRICE = CONTRACT PRICE FOR:

2019     \$70,990.00

2020     \$72,765.00

2021     \$74,584.00

**For option years:**

2022     \$76,449.00

2023     \$78,360.00

2024     \$80,319.00

**SURCHARGE PER DWELLING UNIT FOR SPECIAL COLLECTIONS if any:**

\$ 8.22 per unit / per month

**BID CATEGORY II - RECYCLING**

**ONCE WEEKLY COLLECTION AND DISPOSAL OF SINGLE STREAM RECYCLABLES**

527 UNITS PLUS TOWN HALL X PER UNIT PRICE = CONTRACT PRICE FOR:

2019     \$35,495.00

2020     \$36,382.00

2021     \$37,292.00

**For option years:**

2022     \$38,224.00

2023     \$39,180.00

2024     \$40,160.00

## **BID CATEGORY III – YARD WASTE WEEKLY COLLECTIONS**

### **ONCE WEEKLY COLLECTION AND DISPOSAL**

PRICE PER UNIT FOR COLLECTION AND DISPOSAL OF YARD WASTE:

2019 \$28,423.00

2020 \$29,134.00

2021 \$29,862.00

**For option years:**

2022 \$30,609.00

2023 \$31,374.00

2024 \$32,158.00

**BID CATEGORY IV – BULK TRASH**

PRICE PER UNIT FOR COLLECTION AND DISPOSAL OF BULK TRASH /SPECIAL PICK UPS:

2019 \$7,139.00

2020 \$7,317.00

2021 \$7,500.00

**For option years:**

2022 \$7,688.00

2023 \$7,880.00

2024 \$8,077.00



**SPECIAL TERMS AND CONDITIONS:**

- A. Failure to properly and completely fill in all blanks may be cause for rejection of this proposal.
- B. It is understood that the proposal price will be firm for a time period of **one hundred twenty (120) calendar days from the proposal opening date**, and that, if the under-  
signed is notified of acceptance of this proposal within this time period, the Bidder  
shall execute a Contract for the above stated compensation in substantially the form  
as attached to this Request for Bid Proposal.
- C. The Bidder must bid on all of the separate bid categories.
- D. The Bidder shall quote all prices in whole dollars. Should the Bidder fail to quote  
accordingly, the Town will round up or down to the nearest dollar of all prices quoted.

L08-2007  
(Hauler's License No.)

8/31/2019  
(Date Issued)

20-5124645  
Federal Employer Identification Number (or Social Security No. if no FEI No.)

**Person in Charge of the Service:**

Name: Peter F. Osborne

Telephone number: 301-362-6700

Signature of Representative:  \_\_\_\_\_

Authorized to Submit Bid for: Ecology Services Refuse & Recycling, LLC

Title: Managing Member

**TO BE SUBMITTED WITH BID**

**NON-COLLUSION AFFIDAVIT**

Peter F. Osborne, being duly sworn on oath, deposes and says:

That he/she is the Managing Member  
(Owner, Partner, Title if on behalf of a Corporation)

of Ecology Services Refuse & Recycling, LLC,  
(Name of Business, Corporation or Partnership)

the party submitting the foregoing Bid; that (he has not) (no officer of the said Corporation has) (no partner of the said Partnership has) nor has any person, firm or corporation acting on (his/her) (its) (their) behalf, agreed, conspired, connived or colluded to produce a deceptive show of competition in the compilation of the Bid being submitted herewith; and that (he/she) (the said Corporation) (the said Partnership) has not in any manner, directly or indirectly, entered into any agreement, participated in any collusion to fix the Bid Price of the Bidder herein or any competitor, or otherwise taken any action in restraint of free competitive bidding in connection with the contract for which the within Bid is submitted; that in making this Affidavit, the affiant represents that he/she has personal knowledge of the matters and facts herein stated. The Affiant hereby declares and affirms under the penalties of perjury that the foregoing is true to the best of his/her knowledge and information. \*\*



\_\_\_\_\_(SEAL)  
To be signed by Bidder, if the Bidder is an Individual; or by a Partner, if the Bidder is a Partnership; or by a duly authorized Officer, if the Bidder is a Corporation

\*\* Notwithstanding the above, Ecology Services Refuse & Recycling, LLC hereby discloses that it has conferred with AA Refuse, Inc., the incumbent contractor, concerning the terms and conditions of their work for the town of Kensington, and that they are not going to provide a bid for this project.

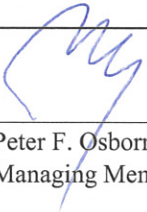
**TO BE SUBMITTED WITH BID**

**AFFIDAVIT WITH RESPECT TO NON-CONVICTION, NON-SUSPENSION AND FALSE PRETENSES**

I hereby affirm that:

- (1) I am the Managing Member (Title) and duly authorized representative of Ecology Services Refuse & Recycling, LLC (Name of Business Entity) whose address is 9135 Guilford Rd., Suite 200, Columbia, MD 21046 and that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting.
- (2) Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been convicted, or in an official investigation or other proceeding admitted in writing or under oath, acts or omissions which constitute bribery, attempted bribery or conspiracy to bribe under the provisions of Criminal Law Article of the Annotated Code of Maryland or under the laws of any state or the federal government (conduct prior to July 1, 1977 is not required to be reported); and
- (3) Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been convicted under a State or federal law or statute of any offense enumerated in §16-203 of the State Finance and Procurement Article; and
- (4) Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been found civilly liable under a State or federal antitrust statute as provided in §16-203 of the State Finance and Procurement Article.
- (5) Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees who will provide, directly or indirectly, supplies, services, architectural services, construction related services, leases of real property, or construction have been debarred or suspended under this subtitle.
- (6) Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, information and belief, any officer, director, partner, member or associate thereof; nor any of its employees directly involved in obtaining contracts with the Town, has been convicted of false pretenses, attempted false pretenses or conspiracy to commit false pretenses under the laws of any state or federal government, based upon acts committed after July 1, 1981.
- (7) State "none" below or, as appropriate, list any suspension, debarment, conviction, plea or admission described in Paragraph 2 - 6 above, with the circumstances, date, court, official or administrative body, the individuals involved and their position with the firm, and the sentence or disposition, if any.

None

  
Peter F. Osborne  
Managing Member

## INFORMATION REGARDING THE BIDDER

### Town of Kensington

1. Name: Ecology Services Refuse & Recycling, LLC

Individual/partnership/corporation

Address: 9135 Guilford Rd., Suite 200, Columbia, MD 21046

Phone: 301-362-6700

2. Please provide the following information concerning work that you have done within the last five (5) years which is similar to the Bid work.

FOR WHOM PERFORMED	CONTRACT AMOUNT	DATE COMPLETED	CONTACT'S NAME/ TELEPHONE NUMBER
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See attached page.

If you need more space please attach a supplemental page to this form.

3. Please provide at least 3 references, including any Maryland governmental units or agencies for whom you have worked on a similar project. Include the name and telephone number of our contact with each.

Jeffery D. Glass, Director of Public Works, City of Westminster, MD. 410-848-9000, JGlass@West.gov

Kevin Smeak, Director of Public Works, City of Taneytown, MD. 410-984-4829, ksmeak@taneytown.org

Mark A. Kreis, Chief, Collections Division, Howard County's Bureau of Environmental Services, 410-313-6444,

mkreis@howardcountymd.gov

4. Identify all subcontractors that you intend to use in performing the work under the Contract, and specify the work each is expected to perform.

None

Dated this 3rd day of December, 2018,

Ecology Services Refuse & Recycling, LLC

Name of company/individual

By: 

Peter F. Osborne, Managing Member





## EXPERIENCE

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### **Prior experience for Ecology Services**

Project: MUNICIPAL WASTE MANAGEMENT AND RECYCLING SERVICES - City of Westminster, MD

The City of Westminster, MD has contracted Ecology Services, Inc., for weekly residential refuse and recycling, collection services. This contract services approximately 4,973 homes. June 2013 to Present.

Contact Jeff Glass - 410-848-9000

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Project SOLID WASTE AND RECYCLING - City of Taneytown, MD

The City of Taneytown has contracted Ecology Services, Inc., for weekly residential refuse and recycling, collection services. This contract services approximately 2,620 homes. July 2017 to Present.

Contact Kevin Smeak - 410-751-1100

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Project: INTEGRATED CURBSIDE REFUSE AND RECYCLING COLLECTION - Howard County

Howard County has contracted Ecology Services, Inc., for weekly residential refuse, recycling, and yard waste collection services in Service Areas: TRZ-1, TRZ-3, TRZ-5, TRZ-14, TRZ-15. These contracts service approximately 25,000 homes. June 2014 to Present.

Contact Mark Kreis - 410-313-6444

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Project: RESIDENTIAL RECYCLABLE MATERIALS, YARD TRIM, SCRAP METAL, REFUSE, AND BULK WASTE COLLECTION SERVICES - Montgomery County, MD

Montgomery County has contracted Ecology Services, Inc., for weekly residential refuse, recycling, yard waste, and bulk trash collection services in Service Areas: 1, 6, 8, 9, 10, 11, 12, and 13. These contracts service approximately 140,000 homes. June 2010 to Present.

Contact: Joe O'Donnell - 240-777-6404

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Project: NIH COMPREHENSIVE MULTIPLE COMPONENT WASTE MANAGEMENT SERVICES INCLUDING SOLID WASTE AND REFUSE, MEDICAL PATHOLOGICAL WASTE, AND RECYCLING - DHHS/National Institutes of Health

The National Institutes of Health has contracted Ecology Services, Inc., for daily refuse, recycling, and medical waste services for the NIH campus and other government buildings in Bethesda MD and surrounding areas. This contract services 60 front end cans, 30 roll-off boxes and 26 trash compactors daily. Also included is the pick-up, packaging, management and disposal of medical/pathological waste. May 2001 to Present.

Contact: John Prom - 301-451-6483





ECOLSER-03

HARA

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/9/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Martens-Johnson Insurance Agency, Inc 6227 Executive Blvd Rockville, MD 20852	(301) 231-5447	<b>CONTACT NAME:</b>	
		<b>PHONE (A/C, No, Ext):</b> 301-231-5447	<b>FAX (A/C, No):</b> 301-881-1137
		<b>E-MAIL ADDRESS:</b>	
		<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
		<b>INSURER A:</b> Great Divide Insurance Company	
		<b>INSURER B:</b> RSUI Indemnity Company	22314
		<b>INSURER C:</b>	
		<b>INSURER D:</b>	
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	

## COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	N	N	GLPO1526996-17	7/11/2018	7/11/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	N	N	BAP1526994-19	7/11/2018	7/11/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$	N	N	NHA083542	7/11/2018	7/11/2019	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

## CERTIFICATE HOLDER

## CANCELLATION

Verification of Insurance  
Verification of Insurance  
Verification of Insurance

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
4/4/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> A Marsh & McLennan Agency LLC 4900 Libbie Mill East Blvd. Suite 100 Richmond VA 23230	<b>CONTACT</b> <b>NAME:</b> <b>PHONE</b> (A/C, No, Ext): 800-285-1778 <b>E-MAIL</b> ADDRESS: certificates@MarshMMA.com		<b>FAX</b> (A/C, No):
	<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A : PinnaclePoint Insurance Company		<b>NAIC #</b> 15137
<b>INSURED</b> Ecology Services Companies 9135 Guilford Rd., Ste. 200 Columbia MD 21046	ECOLOSERV1		<b>INSURER B :</b>
			<b>INSURER C :</b>
			<b>INSURER D :</b>
			<b>INSURER E :</b>
			<b>INSURER F :</b>

**COVERAGES** **CERTIFICATE NUMBER: 2118660256** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WCS3001214	2/1/2018	2/1/2019	X PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

## CERTIFICATE HOLDER

## CANCELLATION

	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Carol A. Baerger-Hudson</i>

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# Don't break the cycle...



## Recycle these items. It's easy!

### DO RECYCLE:

- ✓ Glass jars & bottles
- ✓ Plastic bottles #1 - #7
- ✓ Plastic bags (bagged together)
- ✓ Plastic tubs, wide-mouth containers (yogurt, margarine tubs)

- ✓ Books (hard or paperback)
- ✓ Magazines and catalogs
- ✓ Newspapers and inserts
- ✓ Office paper and junk mail
- ✓ Paper bags

- ✓ Aseptic and gable top containers (such as milk or juice cartons)
- ✓ Aluminum, tin, and steel cans, containers, and foil
- ✓ Cardboard (place inside or next to bin)
- ✓ Cereal boxes and other paperboard boxes



### DON'T RECYCLE:

- |                      |   |              |
|----------------------|---|--------------|
| ✗ Styrofoam          | ✗ Motor oil containers                  | ✗ Yard waste |
| ✗ Electronics        | ✗ #6 clamshell containers               | ✗ Trash      |
| ✗ Ceramics or dishes | ✗ Household hazardous waste             | ✗ Batteries  |
|                      | ✗ Light bulbs, window glass, or mirrors | ✗ Food waste |

**For additional information on what can be recycled, please call 410-386-2035.**



Ecology Services Refuse & Recycling  
9135 Guilford Road, Suite 200  
Columbia, MD 21046

PRSR STD  
US POSTAGE  
**PAID**  
PERMIT NO. 898  
S. HACKENSACK, NJ



# Paper takes up as much as 50% of landfill space!



**All of these items are easily recyclable:**

Books - Newspapers - Magazines  
Junk mail - Cereal boxes - Paper bags  
Paperboard - Office paper

**Think outside the trash.**



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Ecology Services Refuse & Recycling  
[www.ecologyservices.com/esrr](http://www.ecologyservices.com/esrr)

## WHAT ITEMS CAN BE RECYCLED? COMMINGLED RECYCLING - THESE ITEMS MAY BE MIXED

✓ Glass jars & bottles



✓ Plastic bottles #1 - #7

✓ Plastic bags (bagged together)

✓ Plastic tubs, wide-mouth containers (yogurt, margarine tubs)



✓ Books (hard or paperback)

✓ Magazines and catalogs

✓ Newspapers and inserts

✓ Office paper and junk mail

✓ Paper bags

✓ Cereal boxes and other paperboard boxes

✓ Aseptic and gable top containers (such as milk or juice cartons)



✓ Aluminum, tin, and steel cans, containers, and foil



✓ Cardboard (place inside or next to bin)



## WHAT ITEMS CANNOT BE RECYCLED?

PLEASE DO NOT RECYCLE THESE ITEMS

✗ Styrofoam

✗ Electronics

✗ Ceramics or dishes

✗ Motor oil containers

✗ #6 clamshell containers

✗ Household hazardous waste

✗ Light bulbs, window glass, or mirrors

✗ Yard waste

✗ Trash

✗ Batteries

✗ Food waste